



**National Capital Consortium**  
UNIFORMED SERVICES UNIVERSITY  
OF THE HEALTH SCIENCES  
F. EDWARD HÉBERT SCHOOL OF MEDICINE  
4301 JONES BRIDGE ROAD  
BETHESDA, MARYLAND 20814-4799

## **MINUTES FOR THE MEETING OF THE EXECUTIVE COMMITTEE OF THE NATIONAL CAPITAL CONSORTIUM**

**The Meeting:** The Executive Committee, National Capital Consortium, met on Wednesday, January 24, 2007, at 1300 in Room A2074, Uniformed Services University of the Health Sciences

**Members Present:** Howard E. Fauver, Jr., M.D., Administrative Director, NCC COL Cathy Nace, MC, USA, Director of Medical Education, WRAMC; CDR Elizabeth McGuigan, MC, USN, and LtCol Cynthia Landrum-Tsu, USAF, NC. Also in attendance were Mr. Jason Karr, NCC Legal Counsel, Ms Lisa Reaves, NCC Administrator, and Ms Sha-Ron Nimmons, NCC Program Support Assistant.

1. **NCC Training Agreements:** The NCC training agreements need to be updated to cover the Allied Health Programs.
2. **Update Bylaws:** The institutional agreements were circulated to the committee prior to the meeting. A few editorial changes were identified and "research facilities" was added to a phrase in the Statement of Commitment and will be reflected in the agreements that will be presented to the Board of Director's for renewal in March 2007.
3. **Allied Health Subcommittee:** A discussion was raised regarding the establishment of an Allied Health Subcommittee. After much discussion, it was decided that the committee members would consist of all program directors of the Allied Health Programs. The official name of the Subcommittee will be the Allied Health Subcommittee of the GMEC. The subcommittee will meet on a quarterly basis on the third Wednesday at 1400 hours at USUHS. The Administrative Director (AD) will Chair the subcommittee, the NCC DMEs will also serve as members and Mr. Jason Kaar will serve as Legal Counsel. The first meeting will be held in March 2007.
4. **WRAIR:** The AD noted that although the WRAIR Preventive Medicine and Occupational Medicine program is now under the NCC they must continue to financially support their program through WRAIR.
5. **"Away" rotations to places that aren't "Institutions":** COL Nace raised a concern

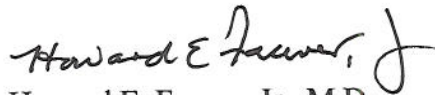
regarding residents participating in elective rotations where there is no institution with which to establish an agreement. After much discussion, the committee decided that such elective rotations should be presented at the GMEC as a military unique rotation.

5. **Final Evaluations:** A copy of each resident's final evaluation should be entered into their record prior to forwarding to the NCC for processing and storage. The NCC will review current practices to see if it is necessary to devise a form. The subject of Final Evaluations will be discussed at the February 2007, GMEC.

**Items from the floor:**

- **Educational Summit Meeting:** President Rice would like the USU to sponsor an Educational Summit Meeting in the spring. Additional information will be provided as it becomes available.
- Next Proposed Executive Committee Meeting: To be determined
- Next Board of Director's Meeting: 9 March 2007

Meeting adjourned at 2:15 hours.

  
Howard E. Fauver, Jr., M.D.  
Administrative Director